

TOWN OF MANSFIELD
FINANCE COMMITTEE MEETING
MINUTES OF JUNE 8, 2009

Members Present: C. Schaefer, B. Clouette, Mayor Paterson (ex officio)

Other Council Members Present: Helen Koehn, Gene Nesbitt

Staff Present: M. Hart, J. Smith, C. Trahan, C. Gamache

Guests: None

Meeting to order at 6:00pm.

1. Minutes from 5/11/09 meeting approved as presented
2. The Purchasing Ordinance was discussed further. Proposed language changes for timely invoicing was discussed as well as environmentally preferred purchasing. Some previous changes to text need to be included in the document as well. Carl Schaefer made a motion that the Finance Committee will present the Purchasing Ordinance with all discussed revisions at the next Council meeting. The motion was seconded by Bruce Clouette.
3. A request to transfer uncollected taxes to the Property Tax Suspense Book was discussed. Helen Koehn questioned whether this list could be posted on our website. Cherie Trahan will find out more information for further discussion by the Finance Committee. A motion was made and seconded to recommend the Town Council to move the uncollected tax list (totalling \$95,536.61) to the Suspense Book.

4. Capital Projects closeouts and adjustments. Cherie Trahan reviewed the list of capital projects that need funding adjustments and those that can be closed. Two projects can be cancelled – Police Cruiser and Refurbish ET 507. Funding from the Board of Education into the Deferred Maintenance Account needs to be officially recognized by the Town Council and appropriated in the Capital Projects Fund. The net adjustment is an increase of \$19,267. The Committee agreed to recommend the adjustments as presented to the Town Council.
5. Inter-local agreement with Columbia. Cherie Trahan gave a status report on the current agreement with Columbia. She also presented a proposed agreement for services from July 1, 2009 to June 30, 2010 in the amount of \$30,000. The Committee agreed to bring the proposed agreement to the Town Council on June 22, 2009. Cherie Trahan will provide a breakdown of the proposed revenues and costs involved.
6. Future Agenda items – Rescue Billing.
7. Other Items – Jeff Smith reported that energy savings estimates have been overstated. At this time it appears that we will not have significant savings, but should remain within budget.

Motions:

Motion was made to accept the May 11, 2009 minutes by Carl Schaefer and seconded by Bruce Clouette. Motion so passed.

Motion was made to present the revised Purchasing Ordinance to the Town Council on June 22, 2009 by Carl Schaefer and seconded by Bruce Clouette. Motion so passed.

Motion was made to recommend the Town Council transfer \$95,536.61 in uncollected property taxes as listed by the Collector of Revenue to the Property Tax Suspense Book by Carl Schaefer and seconded by Bruce Clouette. Motion so passed.

Motion was made by Carl Schaefer and seconded by Bruce Clouette to adjourn. Motion so passed.

8. Adjournment. The meeting adjourned at 6:55pm.

Respectfully Submitted,

Cherie Trahan

Controller/Treasurer